

**MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS COUNCIL HELD ON WEDNESDAY 26<sup>TH</sup> MARCH 2014 AT THE TUNNACK COMMUNITY HALL, TUNNACK MAIN ROAD, TUNNACK COMMENCING AT 10.00 A.M.**

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**ENCLOSED**

**Council Meeting Minutes & Special Committees of Council Minutes  
General Information Bulletin  
Enclosures**

- 18.1.2**           Computer Use & Electronic Communications Policy- draft version 3  
Code of Conduct – draft version 3
- 22.2**            Oatlands Commissariat Project Master Plan

**MINUTES OF AN ORDINARY MEETING OF THE SOUTHERN MIDLANDS  
COUNCIL HELD ON WEDNESDAY 26<sup>TH</sup> MARCH 2014 AT THE TUNNACK  
COMMUNITY HALL, TUNNACK MAIN ROAD, TUNNACK COMMENCING  
AT 10.00 A.M.**

**OPEN COUNCIL MINUTES**

**1. PRAYERS**

Rev Dennis Cousens (Patrol Minister) conducted Prayers.

**2. ATTENDANCE**

Mayor A E Bisdee OAM, Deputy Mayor M Jones OAM, Clr A R Bantick, Clr B Campbell, Clr M Connors, Clr D F Fish, Clr A O Green and Clr J L Jones OAM.

**In Attendance:** Mr T Kirkwood (General Manager), Mr D Mackey (Manager – Development and Environmental Services attended the meeting at 12.33 p.m.), Mr A Benson (Manager – Community and Corporate Development), Mr D Cundall (Planning Officer) and Mrs K Brazendale (Executive Assistant).

**3. APOLOGIES**

Nil.

**4. APPLICATION FOR LEAVE OF ABSENCE**

Nil.

**5. MINUTES**

**5.1 ORDINARY COUNCIL MINUTES**

The Minutes of the previous meeting of Council held on the 26<sup>th</sup> February 2014, as circulated, are submitted for confirmation.

**C/14/03/005/19625 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr B Campbell

THAT the Minutes of the previous meeting of Council held on the 26<sup>th</sup> February 2014, as circulated, be confirmed.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**5.3 SPECIAL COMMITTEES OF COUNCIL MINUTES**

**5.3.1 Special Committees of Council - Receipt of Minutes**

The Minutes of the following Special Committee of Council, as circulated, are submitted for receipt:

- **Lake Dulverton & Callington Park Management Committee** – Meeting held 17<sup>th</sup> March 2014

**RECOMMENDATION**

**THAT the minutes of the above Special Committee of Council be received.**

**C/14/03/006/19626 DECISION**

Moved by Clr B Campbell, seconded by Clr D F Fish

THAT the minutes of the above Special Committee of Council be received.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

### 5.3.2 Special Committees of Council - Endorsement of Recommendations

The recommendations contained within the minutes of the following Special Committee of Council are submitted for endorsement.

- **Lake Dulverton & Callington Park Management Committee** – Meeting held 17<sup>th</sup> March 2014

#### RECOMMENDATION

**THAT the recommendations contained within the minutes of the above Special Committee of Council be endorsed.**

#### C/14/03/007/19627 DECISION

Moved by Clr B Campbell, seconded by Clr A O Green

THAT the recommendations contained within the minutes of the above Special Committee of Council be endorsed, excluding Item 4.4 relating to the Maher's Point Cottage property (to be listed on the Agenda for separate discussion).

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

#### C/14/03/007/19628 DECISION

Moved by Clr J L Jones OAM, seconded by Deputy Mayor M Jones OAM

THAT the General Manager, as a matter of urgency, write to TasWater requesting a briefing / explanation in regard to recent works undertaken on the Oatlands Water Scheme Dam storages.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

#### 5.4 JOINT AUTHORITIES (ESTABLISHED UNDER DIVISION 4 OF THE LOCAL GOVERNMENT ACT 1993)

##### 5.4.1 Joint Authorities - Receipt of Minutes

The Minutes of the following Joint Authority Meetings, as circulated, are submitted for receipt:

- **Southern Tasmanian Councils Authority** – Meeting held 11<sup>th</sup> February 2014
- **Southern Waste Strategy Authority** - Nil

*Note: Issues which require further consideration and decision by Council will be included as a separate Agenda Item, noting that Council's representative on the Joint Authority may provide additional comment in relation to any issue, or respond to any question.*

#### RECOMMENDATION

**THAT the minutes of the above Joint Authority meeting be received.**

#### C/14/03/008/19629 DECISION

Moved by Clr A O Green, seconded by Deputy Mayor M Jones OAM

THAT the minutes of the above Joint Authority meeting be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

Note: In relation to the Minutes, the following comments were recorded:

STCA – Revised Annual Plan 2013/14 – Improved Environmental Performance section – Outcome E. and Action E.1.1b – need to clarify intent and ensure consistent with Council's position;

STCA – Quarterly Report (December 2013) – State Election Priority Document – Freight section – any future discussions need to be broadened to include all related transport issues (e.g. tourism related).



*Clr J L Jones OAM left the meeting at 10.36 a.m. and returned at 10.37 am.*

#### **5.4.2 Joint Authorities - Receipt of Reports (Annual and Quarterly)**

Section 36A of the Local Government Act 1993 provides the following;

##### ***36A. Annual reports of authorities***

*(1) A single authority or joint authority must submit an annual report to the single authority council or participating councils.*

*(2) The annual report of a single authority or joint authority is to include –*

*(a) a statement of its activities during the preceding financial year; and*

*(b) a statement of its performance in relation to the goals and objectives set for the preceding financial year; and*

*(c) the financial statements for the preceding financial year; and*

*(d) a copy of the audit opinion for the preceding financial year; and*

*(e) any other information it considers appropriate or necessary to inform the single authority council or participating councils of its performance and progress during the financial year.*

Section 36B of the Local Government Act 1993 provides the following;

##### ***36B. Quarterly reports of authorities***

*(1) A single authority or joint authority must submit to the single authority council or participating councils a report as soon as practicable after the end of March, June, September and December in each year.*

*(2) The quarterly report of the single authority or joint authority is to include –*

*(a) a statement of its general performance; and*

*(b) a statement of its financial performance.*

Reports prepared by the following Joint Authorities, as circulated, are submitted for receipt:

- **Southern Tasmanian Councils Authority** – Quarterly Report - December 2013
- **Southern Waste Strategy Authority** – Quarterly Report – December 2013

### RECOMMENDATION

**THAT the reports received from the Joint Authorities be received.**

### C/14/03/010/19630 DECISION

Moved by Clr A O Green, seconded by Clr D F Fish

THAT the reports received from the Joint Authorities be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

## 6. NOTIFICATION OF COUNCIL WORKSHOPS

In accordance with the requirements of the *Local Government (Meeting Procedures) Regulations 2005*, the Agenda is to include details of any Council workshop held since the last meeting.

It is reported that no Council workshops have been held since the last ordinary meeting of Council.

### RECOMMENDATION

**THAT the information be received.**

### **C/14/03/011/19631 DECISION**

Moved by Clr B Campbell, seconded by Clr M Connors

THAT the information be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

## **7. QUESTIONS WITHOUT NOTICE**

An opportunity is provided for Councillors to ask questions relating to Council business, previous Agenda items or issues of a general nature.

Comments / Update will be provided in relation to the following:

1. Clr B Campbell – Hedge Policy (Law Reform Society Tasmania) – no knowledge of issue
2. Clr B Campbell – Full Time / Part Time employment numbers – Employee numbers reported as FTE's in Annual Report
3. Clr B Campbell – Local Government Association of Tasmania General Meeting – confirmed that a General Meeting was held in Launceston on 19<sup>th</sup> March 2014 (Deputy Mayor and General Manager attended)
4. Clr J L Jones OAM – Development of a MOU with Aurora re: Use of amber lights in High Street, Oatlands and Main Street, Kempton – to be progressed
5. Clr M Connors – Dog Issue(s) - Main Street, Kempton – verbal report provided
6. Clr A O Green – Tunbridge – land adjoining Cemetery – follow-up and investigate issues with Mr Hazelwood

*Mayor A E Bisdee OAM was presented with a Certificate of Appreciation from the Green Ponds Progress Association / Kempton Festival Committee thanking Council for its support of the recent Kempton Festival.*

*The meeting was suspended for at 10.58 a.m. for morning tea and resumed at 11.20 a.m.*

## 8. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA

In accordance with the requirements of Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2005*, the Council, by absolute majority may decide at an ordinary meeting to deal with a matter that is not on the agenda if the general manager has reported –

- (a) the reason it was not possible to include the matter on the agenda; and
- (b) that the matter is urgent; and
- (c) that advice has been provided under section 65 of the Act.

The Acting General Manager reported that the following items need to be included on the Agenda. The matters are urgent, and the necessary advice is provided where applicable:-

- Closed Session (Item 22.2)
- Callington Mill – Future of Mill Cap (located in Callington Park) – (Item 21.1)
- Maher’s Point Cottage Property (Item 21.2)

### RECOMMENDATION

**THAT the Council resolve by absolute majority to deal with any supplementary items not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2005*.**

### C/14/03/013/19632 DECISION

Moved by Clr J L Jones OAM, seconded by Clr D F Fish

THAT the Council resolve by absolute majority to deal with the above listed supplementary item not appearing on the agenda, as reported by the General Manager in accordance with the provisions of the *Local Government (Meeting Procedures) Regulations 2005*.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**9. DECLARATIONS OF PECUNIARY INTEREST**

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the chairman of a meeting is to request Councillors to indicate whether they have, or are likely to have, a pecuniary interest in any item on the Agenda.

Accordingly, Councillors are requested to advise of a pecuniary interest they may have in respect to any matter on the agenda, or any supplementary item to the agenda, which Council has resolved to deal with, in accordance with Part 2 Regulation 8 (6) of the *Local Government (Meeting Procedures) Regulations 2005*.

***The following declarations were declared:***

*Mr D Mackey (Manager Development and Environmental Services) – Item 12.1.1 - Combined Amendment and Development Application for Whiskey Distillery and Bond Stores pursuant to Section 43A of the Act at 'Lot 6' William St, Oatlands.*

*Mr T Kirkwood (General Manager) - Item 22.2 - Closed Session*

**10. PUBLIC QUESTION TIME (SCHEDULED FOR 12.30 PM)**

In accordance with the requirements of Part 2 Regulation 8 of the *Local Government (Meeting Procedures) Regulations 2005*, the agenda is to make provision for public question time.

In particular, Regulation 31 of the *Local Government (Meeting Procedures) Regulations 2005* states:

- (1) *Members of the public may give written notice to the General Manager 7 days before an ordinary meeting of Council of a question to be asked at the meeting.*
- (2) *The chairperson may –*
  - (a) *address questions on notice submitted by members of the public; and*
  - (b) *invite any member of the public present at an ordinary meeting to ask questions relating to the activities of the Council.*
- (3) *The chairperson at an ordinary meeting of a council must ensure that, if required, at least 15 minutes of that meeting is made available for questions by members of the public.*
- (4) *A question by any member of the public under this regulation and an answer to that question are not to be debated.*
- (5) *The chairperson may –*
  - (a) *refuse to accept a question; or*
  - (b) *require a question to be put on notice and in writing to be answered at a later meeting.*
- (6) *If the chairperson refuses to accept a question, the chairperson is to give reasons for doing so.*

***Councillors are advised that, at the time of issuing the Agenda, no Questions on Notice had been received from members of the Public.***

***Mayor A E Bisdee OAM advised the meeting that no formal questions on notice had been received for the meeting.***

***This session was held later in the meeting at the prescribed time.***

**10.1 PERMISSION TO ADDRESS COUNCIL**

Permission has been granted for the following person(s) to address Council:

➤ Nil

**11. MOTIONS OF WHICH NOTICE HAS BEEN GIVEN UNDER  
REGULATION 16 (5) OF THE LOCAL GOVERNMENT (MEETING  
PROCEDURES) REGULATIONS 2005**

Nil



## **12. COUNCIL ACTING AS A PLANNING AUTHORITY PURSUANT TO THE LAND USE PLANNING AND APPROVALS ACT 1993 AND COUNCIL'S STATUTORY LAND USE PLANNING SCHEME**

*Session of Council sitting as a Planning Authority pursuant to the Land Use Planning and Approvals Act 1993 and Council's statutory land use planning schemes.*

### **12.1 DEVELOPMENT APPLICATIONS**

#### **12.1.1 Section 39 (2) Report \_Amendment 6/2013 to Southern Midlands Planning Scheme 1998 \_ Combined Amendment and Development Application for Whiskey Distillery and Bond Stores pursuant to Section 43A of the Act at 'Lot 6' William St, Oatlands**

**File Ref:** T2700000

**Report Author:** PLANNING OFFICER (D CUNDALL)

**Date:** 13<sup>TH</sup> MARCH 2014

#### **Introduction**

In December 2013 Council received an Application under Section 43A of the *Land Use Planning and Approvals Act 1993* ("the Act") for a Whiskey Distillery and Bond Stores at 'Lot 6' William St Oatlands. The Application was tabled at the January 22<sup>nd</sup> Council Meeting (Item 12.4.1) for assessment of both the Development Application and assessment of the proposed Amendment to the Scheme pursuant to Section 32 and Section 35 of the Act.

The proposed amendment was for a specified departure to the Scheme to allow 'Bond Stores associated with a distillery' as a 'discretionary' use/development on part of the Residential Zone on Lot 6 on SP 145487. This lot is divided by the Light Industrial Zone and The Residential Zone. The proposed development was for the distillery building to be located on the Light Industrial Zone (a Permitted use/development) and the bond stores to be located on the Residential Zone (currently a prohibited use/development pending a scheme amendment).

The Application was approved subject to conditions and the Amendment was certified as suitable for public exhibition. The assessment, permit conditions and draft amendment were then publicly exhibited.

#### **Public Exhibition:**

The Draft Amendment was exhibited in accordance with Section 38 of the Act and Section 6 of the *Land Use Planning and Approvals Act Regulations 2004* ("the Regulations") between Saturday 15<sup>th</sup> February 2014 and Tuesday 11<sup>th</sup> March 2014.

Section 38 of the Act determines that an Amendment to the Scheme must be exhibited for no less that 3 weeks and no more than 2 months. Section 6 of the Regulations determines that the Amendment shall be advertised at least twice during this period with at least one day being a Saturday.

No representations or comments were received in relation to the draft planning scheme amendment.



*Image 1 – Aerial Photo taken in January 2011 clearly shows the lot subject to the Amendment and Development Application and the adjoining properties*

**Submission to Tasmanian Planning Commission:**

Section 39(2) of the Act provides that the Planning Authority (Council) must, within 35 days after the public notification period has closed, forward to the Tasmanian Planning Commission (TPC) this report and any representations received to the draft amendment.

Section 39 determines that the report shall provide a statement on each representation and any recommendations in relation to the draft amendment as the authority considers necessary. Or in this case state that no representations were received.

The report is also an opportunity for the Council to include any further recommendations or information to support any alterations or recommendations to the TPC.

**Assessment:**

As no Representations were received, no additional issues have been raised regarding the draft amendment.

The Tasmanian Planning Commission is required to ensure that the draft amendment meets the objectives of the Resource Management and Planning System of Tasmania

(RMPS) and State Polices. These objectives were addressed in the original report to Council on the certification of the draft amendment (Agenda Item 12.4 January 22<sup>nd</sup> 2014).

It is recommended that no changes be made to the Draft Amendment.

**Options:**

1. To adopt the recommendation; or
2. To adopt an alternative recommendation, with a full statement of reasons as determined by Council.

**RECOMMENDATION:**

**THAT in accordance with Section 39 (2) of the *Land Use Planning and Approvals Act 1993* Council resolves to:**

- a) Advise the Tasmanian Planning Commission that no representations were received following exhibition of draft amendment 06/2013 to the Southern Midlands Planning Scheme 1998; and
- b) Advise the Tasmanian Planning Commission that no modifications to draft amendment 06/2013 are considered necessary:

**C/14/03/019/19633 DECISION**

Moved by Clr A O Green, seconded by Clr B Campbell

THAT in accordance with Section 39 (2) of the *Land Use Planning and Approvals Act 1993* Council resolves to:

- a) Advise the Tasmanian Planning Commission that no representations were received following exhibition of draft amendment 06/2013 to the Southern Midlands Planning Scheme 1998; and
- b) Advise the Tasmanian Planning Commission that no modifications to draft amendment 06/2013 are considered necessary

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**12.2 SUBDIVISIONS**

Nil

**12.3 MUNICIPAL SEAL (PLANNING AUTHORITY)****12.3.1 COUNCILLOR INFORMATION:- MUNICIPAL SEAL APPLIED UNDER DELEGATED AUTHORITY TO SUBDIVISION FINAL PLANS & RELATED DOCUMENTS***File Ref:* (Refer PID numbers in table below)**AUTHOR** PLANNING OFFICER (David Cundall)**DATE** 12<sup>th</sup> March 2014**ATTACHMENTS** Nil.**APPLICATION OF MUNICIPAL SEAL**

The following final plans and related documents, pertaining to subdivisions, boundary adjustments and adhesion orders, etc. within Southern Midlands have had the Municipal Seal applied by the Manager Development & Environmental Services in the period 22<sup>nd</sup> August 2013 to the 12<sup>th</sup> March 2014.

<b>Owner</b>	<b>PID</b>	<b>Address</b>	<b>Description</b>	<b>Date</b>
Springhill Pastoral Pty Ltd	7302829	60 Melrose Rd, Tunbridge	Adhesion Order	30 <sup>th</sup> August 2013
L Wilson	7127557	1056 Midland Hwy, Mangalore	Part 5 Agreement – Ancillary Dwelling	27 <sup>th</sup> November 2013
Irvine, Monks, Fish	5846240	Bowhill Rd, Oatlands	Boundary Adjustment	27 <sup>th</sup> November 2013
Estate of G. Chalmers	2250679	1552 Midland Hwy, Bagdad	Boundary Adjustment	27 <sup>th</sup> November 2013
R G Lodge	2223689	12 Glenelg St, Oatlands	Adhesion Order	3 <sup>rd</sup> December 2013
H Taylor	2283972	10 Cliftonvale Rd, Elderslie	Boundary Adjustment	11 <sup>th</sup> December 2013
Inglewood Pty Ltd	7462259	1330 Inglewood Rd, Inglewood	Boundary Adjustment(s)	13 <sup>th</sup> January 2014
C B Daniels	7139646	421 Huntingdon Tier Rd, Bagdad	2 lots plus balance	12 <sup>th</sup> February 2014
EC & MR Batt	1977104	3452 Midland	Subdivision of	12 <sup>th</sup> February 2014

		Hwy, Melton Mowbray	Heritage Listed Place	
H Taylor	2283971	10 Cliftonvale Rd, Elderslie	Adhesion Order – request of LTO	14 <sup>th</sup> February 2014

**RECOMMENDATION****THAT the information be received.****C/14/03/021/19634 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr A O Green

THAT the information be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**12.4 PLANNING (OTHER)**

**12.4.1 Petition to Amend Sealed Plan – Removal of Right of way and pipeline easement - Craig and Sally Williams - Sandra Richards at Tea Tree Road, Tea Tree**

*File Ref:* T3196918

AUTHOR PLANNING OFFICER (D CUNDALL)  
DATE 13<sup>TH</sup> MARCH 2014

- ATTACHMENTS:
1. Petition to Amend a Sealed Plan
  2. Plan of Survey - Sealed Plan 132606

**DETAIL**

Council is in receipt of a Petition to remove a Right of Way and a Pipeline Easement in Sealed Plan 164335 and Plan 155147 formerly comprised in Sealed Plan 132606 on adjoining lots at land located at 1220 Tea Tree Road, owned by Sandra Richards and 1356 Tea Tree Road, owned by Craig and Sally Williams.

The Petition to Amend is lodged for Council's approval pursuant to Section 104 of the *Local Government (Building & Miscellaneous Provisions) Act 1993*.

The parties seek to remove a Right of Way across Richards' land that serves Williams' land and to remove an obsolete pipeline easement that also serves Williams' land.

The Right of Way has never been formed and was placed on the title in the 1990s. The Right of Way was a component of a Part 5 Agreement (per Section 71 of the *Land Use Planning and Approvals Act 1993*) that has since been removed. The removal of the Part 5 was made possible during the reconstruction works on Tea Tree Road which allowed safer access to Williams land.

The purpose of the Pipeline Easement was to provide water to Williams land across Richards land; however, the pipe has been since relocated, some years ago, and is no longer necessary.

**ASSESSMENT**

The matter has been discussed at the Development Assessment Committee meeting and the Officers' recommend the support of the Petition to Amend the Plan(s) and that it be forwarded to Council for consideration and resolution to accept the changes detailed within the attached Petition to Amend.

If approved by Council a completed 'Instrument Form' with instructions to make the necessary changes, signed and sealed by Council will need to be lodged at the Land Titles Office in accordance with the *Land Titles Act 1980*.

**RECOMMENDATION**

- A. THAT in accordance with Section 104 of the *Local Government (Building & Miscellaneous Provisions) Act 1993* the Petition to Amend Sealed Plan 164335 and Plan 155147 formerly comprised in Sealed Plan 132606 at land located at 1220 Tea Tree Road and 1356 Tea Tree Road, be accepted by Council; and**
- B. In accordance with the *Land Titles Act 1980* Council Sign and Seal an ‘Instrument Form’ to be lodged at the Land Titles Office with a request to:**
- **Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation from that portion of Lot 1 on SP164335 and “Pipeline Easement ‘E’ 3.00 Wide” notation from that portion of Lot 1 on P164335 AND the deletion of all reference to that Pipeline Easement from the Schedule of Easements relating to Lot 1 on SP164335; and**
  - **Remove the “Right of Way (Private) 6.00 Wide” notation from that portion of Lot 1 on SP164335 AND the deletion of all reference to the Right of Carriageway from the Schedule of Easements on Lot 1 on SP164335; and**
  - **Remove the Agreement pursuant to Section 71 of the Land Use Planning and Approvals Act 1993 referenced as C207808 in Schedule 2 of Lot 1 on SP164335.**
  - **Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation and the “Pipeline Easement ‘E’ 3.00 Wide” notation from P155147 AND the deletion of all reference to that Pipeline Easement D’ and ‘E’ from Schedule 2 in P155147**
  - **Remove the “Right of Way (Private) 6.00 Wide” notation from P155147 AND the deletion of all reference to the Right of Carriageway from Schedule 2 on P155147**
  - **Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation and removing the “Pipeline Easement ‘E’ 3.00 Wide” notation from SP132606 AND the deletion of all reference to that Pipeline Easement from “D” and “E” from the Schedule of Easements on SP132606; and**
  - **Remove the “Right of Way (Private) 6.00 Wide” notation from SP132606 AND the deletion of all reference to that Right of Carriageway from the Schedule of Easements on SP132606**

**C/14/03/024/19635 DECISION**

Moved by Clr J L Jones OAM, seconded by Deputy Mayor M Jones OAM

A. THAT in accordance with Section 104 of the *Local Government (Building & Miscellaneous Provisions) Act 1993* the Petition to Amend Sealed Plan 164335 and Plan 155147 formerly comprised in Sealed Plan 132606 at land located at 1220 Tea Tree Road and 1356 Tea Tree Road, be accepted by Council; and

B. In accordance with the *Land Titles Act 1980* Council Sign and Seal an ‘Instrument Form’ to be lodged at the Land Titles Office with a request to:

- Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation from that portion of Lot 1 on SP164335 and “Pipeline Easement ‘E’ 3.00 Wide” notation from that portion of Lot 1 on P164335 AND the deletion of all reference to that Pipeline Easement from the Schedule of Easements relating to Lot 1 on SP164335; and
- Remove the “Right of Way (Private) 6.00 Wide” notation from that portion of Lot 1 on SP164335 AND the deletion of all reference to the Right of Carriageway from the Schedule of Easements on Lot 1 on SP164335; and
- Remove the Agreement pursuant to Section 71 of the Land Use Planning and Approvals Act 1993 referenced as C207808 in Schedule 2 of Lot 1 on SP164335.
- Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation and the “Pipeline Easement ‘E’ 3.00 Wide” notation from P155147 AND the deletion of all reference to that Pipeline Easement D’ and ‘E’ from Schedule 2 in P155147
- Remove the “Right of Way (Private) 6.00 Wide” notation from P155147 AND the deletion of all reference to the Right of Carriageway from Schedule 2 on P155147
- Remove the “Pipeline Easement ‘D’ 3.00 Wide” notation and removing the “Pipeline Easement ‘E’ 3.00 Wide” notation from SP132606 AND the deletion of all reference to that Pipeline Easement from “D” and “E” from the Schedule of Easements on SP132606; and
- Remove the “Right of Way (Private) 6.00 Wide” notation from SP132606 AND the deletion of all reference to that Right of Carriageway from the Schedule of Easements on SP132606



**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**PETITION TO THE SOUTHERN MIDLANDS COUNCIL  
TO AMEND SEALED PLAN NUMBER 164335 AND TO AMEND PLAN  
155147 FORMERLY COMPRISED IN SEALED PLAN 132606  
PURSUANT TO SECTION 103 OF THE *LOCAL GOVERNMENT  
(BUILDING AND MISCELLANEOUS PROVISIONS) ACT 1993***

Sandra Lee Richards being the registered proprietor of the land comprised in Folio of the Register 164335 Folio 1 and Craig Anthony Williams and Sally Maree Williams being the registered proprietors of the land comprised in Folio of the Register Volume 155147 Folio 1 and formerly comprised in Sealed Plan 132606 hereby petition the Southern Midlands Council to amend Sealed Plan Number 164335 and Plan 155147 and together where necessary amend the former Sealed Plan 132606:

- By removing the “Pipeline Easement ‘D’ 3.00 Wide” notation from that portion of Lot 1 on SP164335 and “Pipeline Easement ‘E’ 3.00 Wide” notation from that portion of Lot 1 on P164335 AND the deletion of all reference to that Pipeline Easement from the Schedule of Easements relating to Lot 1 on SP164335; and
- By removing the “Right of Way (Private) 6.00 Wide” notation from that portion of Lot 1 on SP164335 AND the deletion of all reference to the Right of Carriageway from the Schedule of Easements on Lot 1 on SP164335; and
- By removing the Agreement pursuant to Section 71 of the Land Use Planning and Approvals Act 1993 referenced as C207808 in Schedule 2 of Lot 1 on SP164335.
- By removing the “Pipeline Easement ‘D’ 3.00 Wide” notation and the “Pipeline Easement ‘E’ 3.00 Wide” notation from P155147 AND the deletion of all reference to that Pipeline Easement ‘D’ and ‘E’ from Schedule 2 in P155147
- By removing the “Right of Way (Private) 6.00 Wide” notation from P155147 AND the deletion of all reference to the Right of Carriageway from Schedule 2 on P155147
- By removing the “Pipeline Easement ‘D’ 3.00 Wide” notation and removing the “Pipeline Easement ‘E’ 3.00 Wide” notation from SP132606 AND the deletion of all reference to that Pipeline Easement from “D” and “E” from the Schedule of Easements on SP132606; and
- By removing the “Right of Way (Private) 6.00 Wide” notation from SP132606 AND the deletion of all reference to that Right of Carriageway from the Schedule of Easements on SP132606

It is noted that this Petition has been served upon all persons appearing by the registers under the *Land Titles Act 1980* and the *Registration of Deeds Act 1935* to have an estate or interest at law affected by the proposed amendment contained in this petition.

Dated this 27<sup>th</sup> day of January 2014

Signed by Sandra Lee Richards in the Presence of:

*Sandra Lee Richards*

Signature

*[Signature]*

Signature of witness

JENN HYNCH

Name of Witness (block letters)

26 BATHURST ST. Hobart 7000

Address of witness

PUBLIC SERVANT

Occupation

Dated this 27<sup>th</sup> day of February 2014

Signed by Craig Anthony Williams in the Presence of:

*Craig Anthony Williams*

Signature

*[Signature]*

Signature of witness

DAVID CUNDALL

Name of Witness (block letters)

9 Austins Ferry Rd.

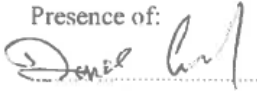
Address of witness

Planning Officer

Occupation

Dated this 27<sup>th</sup> day of February 2014

Signed by Sally Maree Williams in the Presence of:

  
Signature of witness

DAVID CUNDALL  
Name of Witness (block letters)

)   
Signature

9 Austins Ferry Rd  
Address of witness

Planning Officer.  
Occupation



**13. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – INFRASTRUCTURE)**

**13.1 ROADS**

**Strategic Plan Reference – Page 13**

1.1.1 Maintenance and improvement of the standard and safety of roads in the municipal area.

Nil

**13.2 BRIDGES**

**Strategic Plan Reference – Page 14**

1.2.1 Maintenance and improvement of the standard and safety of bridges in the municipality.

Nil.

**13.3 WALKWAYS, CYCLE WAYS AND TRAILS**

**Strategic Plan Reference – Page 14**

1.3.1 Maintenance and improvement of the standard and safety of walkways, cycle ways and pedestrian areas to provide consistent accessibility.

Nil.

**13.4 LIGHTING**

**Strategic Plan Reference – Page 14**

1.4.1a Improve lighting for pedestrians.

1.4.1b Contestability of energy supply.

Nil.

**13.5 SEWERS**

**Strategic Plan Reference – Page 15**

1.5.1 Increase the number of properties that have access to reticulated sewerage services.

Nil.

**13.6 WATER**

**Strategic Plan Reference – Page 15**

1.6.1 Increase the number of properties that have access to reticulated water.

Nil.

**13.7 IRRIGATION**

**Strategic Plan Reference – Page 15**

1.7.1 Increase access to irrigation water within the municipality.

Nil.

**13.8 DRAINAGE**

**Strategic Plan Reference – Page 16**

1.8.1 Maintenance and improvement of the town storm-water drainage systems.

Nil.

**13.9 WASTE**

**Strategic Plan Reference – Page 16**

1.9.1 Maintenance and improvement of the provision of waste management services to the Community.

Nil.

**13.10 INFORMATION, COMMUNICATION TECHNOLOGY**

**Strategic Plan Reference – Page 16**

1.10.1 Improve access to modern communications infrastructure.

Nil.

**13.11 SIGNAGE**

**Strategic Plan Reference – Page 16**

1.11.1 Signage that is distinctive, informative, easy to see and easy to understand.

Nil.

### **13.12 OFFICER REPORTS – WORKS & TECHNICAL SERVICES (ENGINEERING)**

#### **13.12.1 Manager - Works & Technical Services Report**

*File Ref:* 3/075

AUTHOR MANAGER – WORKS & SERVICES

DATE 20<sup>TH</sup> MARCH 2014

#### **ROADS PROGRAM**

Minor roads in the Woodsdale and Levendale area are currently being re-sheeted/graded. The second Grader is operating in the Colebrook area.

Drainage works being undertaken on Inglewood Road prior to restabilisation.

Other road maintenance activities as required.

#### **BRIDGE PROGRAM**

Lyalls Road Bridge has been installed with guard rails to be attached. The tender for Brown Mountain Road Bridge is being prepared.

#### **WASTE MANAGEMENT PROGRAM**

Extra Bins still currently required.

#### **TOWN FACILITIES PROGRAM**

Kerb and Guttering has been completed at Franklin and Maconochie Streets, Colebrook. Callington Mill Restoration works being undertaken.

– verbal comment to be provided.

#### **The following Works and Technical Services issues were raised for discussion:**

- Callington Mill Tower - sails being re-installed 26<sup>th</sup> March 2014;
- Spring Hill Bottom Road, Colebrook – trees overhanging road verge – vicinity of ‘Kelvin Park’ property – to be assessed;
- Reeve Street, Campania - “Peaches” property – hedge overgrown on footpath – to be trimmed;
- Jericho Main Road / Lower Marshes Road Junction – Pine Tree – to be removed by contractor (estimated cost \$2,500) – works will be undertaken from the roadside (opposed to entering property);
- ‘Fonthill’ property – request to introduce Speed Limit reduction – 50klm to 60 klm per hour on York Plains Road;
- DIER Issues – timeframes to be sought in relation to outstanding works (i.e. Tunnack Main Road / Inglewood Road junction (i.e. safety issues); Maintenance through Parattah township; and Grange Road, Kempton – stormwater / drainage infrastructure).



- Climie Street / Reeve Street, Campania - junction improvements (status report to be provided)
- Tunnack Main Road, Parattah – sealed verges – timeframe for reseal – to be considered as part of budget process.

## RECOMMENDATION

**THAT the information be received.**

### C/14/03/033/19636 DECISION

Moved by Clr J L Jones OAM, seconded by Deputy Mayor M Jones OAM

THAT:

- a) the information be received;
- b) Council endorse the introduction of a 60 klm per hour speed limit which is to apply on the sealed section of road through the ‘Fonthill’ property (subject to final confirmation from the Department of Infrastructure, Energy and Resources);
- c) Council seek written advice regarding proposed timeframes to undertake works at Grange Road, Kempton and Tunnack Main Road, Parattah.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**14. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – GROWTH)**

**14.1 RESIDENTIAL**

**Strategic Plan Reference – Page 17**

2.1.1 Increase the resident, rate-paying population in the municipality.

Nil.

**14.2 TOURISM**

**Strategic Plan Reference – Page 18**

2.2.1 Increase the number of tourists visiting and spending money in the municipality.

Nil.

**14.3 BUSINESS**

**Strategic Plan Reference – Page 19**

2.3.1a Increase the number and diversity of businesses in the Southern Midlands.  
2.3.1b Increase employment within the municipality.  
2.3.1c Increase Council revenue to facilitate business and development activities (social enterprise)

Nil.

**14.4 INDUSTRY**

**Strategic Plan Reference – Page 20**

2.4.1 Retain and enhance the development of the rural sector as a key economic driver in the Southern Midlands.

Nil.

**14.5 INTEGRATION**

**Strategic Plan Reference – Page 21**

2.5.1 The integrated development of towns and villages in the Southern Midlands.

Nil.

**15 OPERATIONAL MATTERS ARISING (STRATEGIC THEME – LANDSCAPES)**

**15.1 HERITAGE**

**Strategic Plan Reference – Page 22**

- |       |  |
|-------|--|
| 3.1.1 | Maintenance and restoration of significant public heritage assets.                         |
| 3.1.2 | Act as an advocate for heritage and provide support to heritage property owners.           |
| 3.1.3 | Investigate document, understand and promote the heritage values of the Southern Midlands. |

**15.1.1 Heritage Project Officer’s Report**

*File Ref:* 3/097

**AUTHOR** MANAGER HERITAGE PROJECTS (B WILLIAMS)

**DATE** 26<sup>th</sup> MARCH 2014

**ISSUE**

Southern Midlands Heritage Projects – report from Manager Heritage Projects

**DETAIL**

During the past month, Southern Midlands Council heritage projects have included:

- Brad has continued to work with HBS 2 days per week, managing the heritage works to the Barracks, Willow Court.
- Representatives from the Your Community Heritage Project inspected SMC projects, including the Southern Midlands Community Heritage Archive, Convict Sites and Gaol Walls Stabilisation projects. Feedback was very positive.
- Members of the Tasmanian Legislative Council visited Oatlands heritage projects, including Callington Mill, the Commissariat and Gaol.
- Jen is progressing write-ups of the summer archaeology programs 2011-13 and liaising with students on projects.
- Alan is in the final stages of the Southern Midlands Convict Sites project, with the booklet in-press and panel designs near-finalised.
- Alan has been preparing and delivering a series of U3A workshops, in conjunction with Clarence City Council.

- Volunteer Prue Slatyer is developing a series of concepts for cultural landscapes walking trails in Southern Midlands, with view of seeking external funding in the future for implementing trails.
- Further discussions have been held with the Tasmanian Building and Construction Industry Training Board on support of HESC programs and a funding model has been developed.
- Karen is preparing a grant application (in conjunction with the Lake Dulverton/Callington Park Committee) for a significance assessment of the Agricultural Museum collection.
- Several strategic planning exercises have been undertaken by Heritage Project Program staff, including input into the Southern Midlands Strategic Plan, MEDALS project, Southern Midlands Historic Heritage Strategy, and refining individual work plans.

## RECOMMENDATION

**THAT the information be received.**

### **C/14/03/036/19637 DECISION**

Moved by Clr A O Green, seconded by Clr D F Fish

THAT the information be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**15.2 NATURAL****Strategic Plan Reference – Page 23**

- |       |  |
|-------|--|
| 3.2.1 | Identify and protect areas that are of high conservation value |
| 3.2.2 | Encourage the adoption of best practice land care techniques.  |

**15.2.1 Landcare Unit & Climate Change – General Report***File Ref: 03/082*

AUTHOR NRM PROGRAMS MANAGER – (M WEEDING )  
 DATE 18<sup>th</sup> March 2014

**ISSUE**

Southern Midlands Landcare Unit and GIS Monthly Report

**DETAIL**

- Helen Geard has been undertaking further work on the logistics of the next planting season for the Bushlinks 500 project.
- Graham Green - Bushlinks 500 - planning to meet targets and wrap up the project by the end of 2014.
- Graham continues undertaking the GIS work required on the Southern Midlands Planning Scheme maps, particularly in preparation for submission of planning scheme and overlay maps to the Tasmanian Planning Commission.
- Graham - completing final obligations under the CEEP energy efficiency project – interpretations material currently being prepared. Recent energy audit data has demonstrated that Council continues to make gains in energy efficiency – particularly impressive was a fall of 16% in energy use at the Oatlands for the period July to December as compared to the previous year.
- The latest advice in relation to the Midlands Water Scheme is that the anticipated date for operational delivery of water will be in late July but Tasmanian Irrigation are not yet at a point where this can be confirmed. The delay relates to Fulton Hogan needing to complete commissioning of the power station at Floods Creek and the associated electrical connection to the Aurora grid.
- Dulverton Walking Track: - a day was spent spraying the track and this should finalise weed control on the track until Spring. Some autumn weed management work in relation to the planted trees will be required in the next month to 6 weeks.

- An options paper was developed for the future use of Mahers Point Cottage for consideration by the Callington Park and Lake Dulverton Management Committee.
- Assisted with development of an asset management plan for Southern Midlands Council building infrastructure.
- Maria attended the two day workshop for the Southern Midlands Council Unit Managers.

### RECOMMENDATION

**THAT the Landcare Unit Report be received and the information noted.**

### C/14/03/038/19638 DECISION

Moved by Clr B Campbell, seconded by Clr D F Fish

THAT the Landcare Unit Report be received and the information noted.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**15.3 CULTURAL**

**Strategic Plan Reference – Page 23**

- 3.3.1a Increase the retention, documentation and accessibility of the aboriginal convict, rural and contemporary culture of the Southern Midlands.
- 3.3.1b Ensure that the Cultural diversity of the Southern Midlands is maximised.

Nil.

**15.4 REGULATORY (OTHER THAN PLANNING AUTHORITY AGENDA ITEMS)**

**Strategic Plan Reference – Page 24**

- 3.4.1 A regulatory environment that is supportive of and enables appropriate development.

Nil.

**15.5 CLIMATE CHANGE**

**Strategic Plan Reference – Page 24**

- 3.5.1 Implement strategies to address issues of climate change in relation to its impact on Councils corporate functions and on the Community.

Nil.

**16 OPERATIONAL MATTERS ARISING LIFESTYLE**

**16.1 COMMUNITY HEALTH AND WELLBEING**

**Strategic Plan Reference – Page 25**

- 4.1.1 Support and improve the independence, health and wellbeing of the Community.

Nil.

**16.2 YOUTH**

**Strategic Plan Reference – Page 25**

- 4.2.1 Increase the retention of young people in the municipality.

Nil.

**16.3 SENIORS**

**Strategic Plan Reference – Page 26**

4.3.1 Improve the ability of the seniors to stay in their communities.

Nil.

**16.4 CHILDREN AND FAMILIES**

**Strategic Plan Reference – Page 26**

4.4.1 Ensure that appropriate childcare services as well as other family related services are facilitated within the Community.

Nil.

**16.5 VOLUNTEERS**

**Strategic Plan Reference – Page 26**

4.5.1 Encourage community members to volunteer.

Nil.

**16.6 ACCESS**

**Strategic Plan Reference – Page 27**

4.6.1a Continue to explore transport options for the Southern Midlands Community.

4.6.1b Continue to meet the requirements of the Disability Discrimination Act.

Nil.

**16.7 PUBLIC HEALTH**

**Strategic Plan Reference – Page 27**

4.7.1 Monitor and maintain a safe and healthy public environment.

Nil.



**16.8 RECREATION**

**Strategic Plan Reference – Page 28**

4.8.1 Provide a range of recreational activities and services that meet the reasonable needs of the Community.

Nil.

**16.9 ANIMALS**

**Strategic Plan Reference – Page 28**

4.9.1 Create an environment where animals are treated with respect and do not create a nuisance for the Community.

Nil.

**16.10 EDUCATION**

**Strategic Plan Reference – Page 28**

4.9.1 Increase the educational and employment opportunities available in the Southern Midlands.

Nil.

**17 OPERATIONAL MATTERS ARISING (STRATEGIC THEME – COMMUNITY)**

**17.1 RETENTION**

**Strategic Plan Reference – Page 29**

5.1.1 Maintain and strengthen communities in the Southern Midlands.

Nil.

## 17.2 CAPACITY AND SUSTAINABILITY

### Strategic Plan Reference – Page 29

5.2.1 Build the capacity of the Community to help itself and embrace the framework and strategies articulated by the Social Inclusion Commissioner to achieve sustainability.

### 17.2.1 Audit and Risk Committee (Local Government (Audit Panels) Order 2014)

AUTHOR FINANCE OFFICER (C PENNICOTT)

DATE 15<sup>th</sup> MARCH 2014

ATTACHMENT: Local Government (Audit Panels) Order 2014  
Terms of Reference (as amended)

ENCLOSURE: Nil

### ISSUE

**Review and amend the Terms of Reference for the Audit and Risk Committee to ensure compliance with the Local Government (Audit Panels) Order 2014.**

### BACKGROUND

The existing Terms of Reference were adopted in April 2013 and require amendment to ensure compliance with the above Ministerial Order. The amendments relate to:

1. Composition and Tenure of the Committee;
2. Roles and responsibilities; and
3. Administrative arrangements.

### DETAIL

Reference is made to the attached Terms of Reference. The proposed amendments are shown as ‘track changes’.

Councillors will note that the Mayor can no longer be a member of the Audit and Risk Committee and hence an additional member needs to be appointed.

**Human Resources & Financial Implications – N/A.**

**Community Consultation & Public Relations Implications – N/A**

***Council Web Site Implications: N/A***

**Policy Implications** – Policy position.

**Priority - Implementation Time Frame** – Immediate

**RECOMMENDATION**

**THAT:**

- a) **The Terms of Reference (as amended) be endorsed;**
- b) **Council confirm the appointment of Clr A O Green as a member of the Audit and Risk Committee and appoint an additional member;**
- c) **Council confirm the appointment of Mr David Sales as the independent member and as chairperson of the Committee.**

**C/14/03/043/19639 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr B Campbell

**THAT:**

- a) The Terms of Reference (as amended) be endorsed;
- b) Council confirm the appointment of Clr A O Green as a member of the Audit and Risk Committee and appoint Deputy Mayor M Jones OAM as the second member; and
- c) Council confirm the appointment of Mr David Sales as the independent member and as chairperson of the Committee.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

## **TERMS OF REFERENCE**

### **Audit and Risk Committee**

#### **Preamble**

The Audit and Risk Committee is a Special Committee established pursuant to Section 24 of the *Local Government Act 1993*.

As part of Council's governance obligations to its community, Council has constituted an Audit and Risk Committee to facilitate:

- The enhancement of the credibility and objectivity of internal and external financial reporting
- Effective management of financial and other risks and the protection of Council assets
- Compliance with laws and regulations as well as use of other best practice guidelines
- The provision of an effective means of communication between the external auditor, management and the Council
- Oversight of the two existing (including any additional) companies which have been established by Council.

The Terms of Reference sets out the Committee's objectives, authority, composition and tenure, roles and responsibilities, reporting and administrative arrangements. The *Local Government Act 1993* (Part 3, 4 and 5) apply to the Committee.

The procedures for the conduct of meetings of the Audit and Risk Committee shall be all of those procedures set out in the *Local Government (Meeting Procedures) 2005* and any reference in those Regulations to 'councillor' shall be taken to include a member of the Audit and Risk Committee that is not a Councillor.

#### **1. Objective**

The objective of the committee is to provide assurance and assistance to the Council on the Southern Midlands Council's risk, control and compliance framework, and its external accountability responsibilities.

## 2. Composition and Tenure

The Council is responsible for appointment of committee members. The committee will consist of a membership of three (3), consisting of two Councillors and one (1) independent member. The Council will appoint ~~a two~~ Councillors other than the mayor, as ~~chair-members~~ of the committee.

The members will be appointed for a period of ~~two-four~~ years coinciding with the biennial local government elections and the post-election review of committee representation by Council.

*Note: The initial appointments will be reviewed following the next scheduled election.*

The independent member will be appointed for an initial period extending through to the 201~~46~~ election, following which it is to be reviewed to coincide with the ~~next biennial~~ local government elections. The independent member will be eligible for extension or re-appointment.

The General Manager will not be a member of the Committee, but will attend meetings as an observer and in support of the Chair.

~~The independent person will be the chairperson of the committee.~~

~~The independent member of the Committee should have accounting or related financial management experience with an understanding of accounting and auditing standards in a public sector environment. In appointing an independent person council is to ensure that the person possesses good business acumen, and sound management and communication skills.~~

~~Council may also take into account any other relevant knowledge, abilities and skills of the person including, but not limited to, knowledge and expertise in the areas of audit practices and financial management, knowledge of and expertise in relevant industries, and experience with governance processes including, but not limited to, risk management.~~

## 3. Roles and Responsibilities

The committee has no executive powers.

The committee is directly responsible and accountable to the Council for the exercise of its responsibilities. In carrying out its responsibilities, the committee must at all times recognise that primary responsibility for management of the Southern Midlands Council rests with the General Manager.

The responsibilities of the Committee may be revised or expanded in consultation with, or as requested by, the Council from time to time.

The Committee is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting so scheduled.

The committee's responsibilities are to:

#### **External Audit**

- Act as a form for communication between Council, senior management and external audit. The Committee is to meet with external audit, at least once on an annual basis, without management being present;
- Provide input and feedback on the financial statement and performance audit coverage proposed by external audit and provide feedback on the audit services provided;
- Receive and consider all external plans and reports in respect of planned or completed audits and monitor management's implementation of audit recommendations;
- Provide advice to Council on action taken on significant issues raised in relevant external audit reports and better practice guides.

#### **Annual Audited Financial Statements**

- Satisfy itself that the financial statements are supported by appropriate management and sign-off;
- Review the financial statements, including the appropriateness of Account Policies and significant estimates and judgements adopted in the preparation of the financial statements;
- Recommend and provide advice to the General Manager on the adoption of the audited financial statements taking into account audit recommendations and adjustments; and
- Review the processes in place designed to ensure that financial information included in the Southern Midlands Council's Annual Report is consistent with the signed financial statements.

#### **Risk Management**

- Actively review the risk management framework, and associated procedures that are in place for management to effectively identify and manage the Southern Midlands Council's financial and business risks; and
- Monitor the organisational performance in managing the risks identified in the risk register(s).

### Internal Control

It is recognised that the organisation's size is not sufficient to warrant a separate internal audit function. Consequently the Committee will:

- Ensure that the internal control measures are in place appropriate for the size of the council
- Review the operation of internal control measures
- Check compliance with regulations, policies, best practice guidelines, instructions and contractual arrangements
- Monitor ethical standards and related party transactions by determining whether the systems of control are adequate
- Monitor the progress of any major lawsuits facing the council
- Review tendering arrangements
- Monitor any suspected cases of fraud within the organisation
- Address any issues referred to it by council or management that are within the parameters of the Committee's Terms of Reference.

#### 4. Reporting

The Committee is to prepare Minutes of its meetings which will form the basis of reporting to Council on its operation and activities during the year.

The Committee may, at any time, report to Council any other matter it deems of sufficient importance to do so.

#### 5. Administrative Arrangements

##### Meetings

The Committee will meet at least ~~three~~-four times per year. A special meeting may be held to review the annual financial statements or consider any matters of an urgent nature.

The Chair is required to call a meeting if asked to do so by the Council or another committee member. However the matter must reflect the Committee's Terms of Reference.

A forward meeting plan, including meeting dates and agenda items, will be agreed by the committee each year. The forward meeting plan will cover all the Audit & Risk Committee's responsibilities, as detailed in this charter.

The procedures for the conduct of meetings of the Committee shall be all of those procedures set out in the *Local Government (Meeting Procedures) Regulations 2005*. Any

reference in those Regulations to ‘councillor’ shall be taken to include a member of the Committee who is not a councillor.

#### **Attendance at meetings and quorums**

A quorum will consist of a majority of committee members. However, the quorum must consist of at least one independent person.

The external audit representatives may be invited to attend a meeting of the committee.

#### **Conflicts of Interest**

Committee members (including independent member) must declare any conflicts of interest in accordance with Part 5 of the *Local Government Act 1993*.

#### **Induction**

New members will receive relevant information and briefings on their appointment to assist them to meet their committee responsibilities.

### **6. Assessment Arrangements**

The Chair of the Committee will initiate a review of the terms of Reference every two years prior to the local government scheduled elections in order to keep it contemporary and in line with better practices.

Any changes to the Terms of Reference will be recommended by the committee and formally approved by Council.

### **7. Assessing the Committee’s Performance**

The Audit and Risk Committee should be subject to a periodic review, including a review by Council and the completion of a self-assessment programme. The reviews should include the following:

- Obtaining feedback on the committee’s performance and operations from key people such as the external auditor and senior management.
- Obtaining feedback from Council on the effectiveness of the Committee.
- Assessing the performance of the Audit and Risk Committee against its terms of reference.



- Assessing the contribution of individual committee members (review to be completed by the committee's chairperson) and the chairperson (review by committee members), for discussion with Council.

## Local Government (Audit Panels) Order 2014

I make the following order under section 85B(1) of the *Local Government Act 1993*.

10 February 2014

BRYAN GREEN

Minister for Local Government

### 1. Short title

This order may be cited as the *Local Government (Audit Panels) Order 2014*.

### 2. Commencement

This order takes effect on the day on which its making is notified in the *Gazette*.

### 3. Interpretation

(1) In this order –

*Act* means the *Local Government Act 1993*;

*audit panel* means an audit panel that a council is required to establish under section 85(1) of the Act;

*independent person* means a person who is not a councillor or employee of the relevant council.

(2) The *Acts Interpretation Act 1931* applies to the interpretation of this order as if it were by-laws.

### 4. Functions of audit panel

(1) In this clause –

*Part 7 plan* means a strategic plan, an annual plan, a long-term financial management plan or a long-term strategic asset management plan of a council prepared under Division 2 of Part 7 of the Act.

(2) For the purposes of section 85A(1)(d) of the Act, the following matters are specified as the matters that an audit panel is to consider in a review of the relevant council's performance:

(a) whether the annual financial statements of the council accurately represent the state of affairs of the council;

(b) whether and how the Part 7 plans are integrated and the processes by which, and assumptions under which, those plans were prepared;

(c) the accounting, internal control, anti-fraud, anti-corruption and risk management policies, systems and controls that the council has in relation to safeguarding its long-term financial position;

(d) whether the council is complying with the provisions of the Act and any other relevant legislation;

(e) whether the council has taken any action in relation to previous recommendations provided by the audit panel to the council and, if it has so taken action, what that action was and its effectiveness.

### **5. Membership of audit panel**

(1) The audit panel of a council is to be constituted by a minimum of 3 and a maximum of 5 members of whom –

(a) if the panel has 4 or 5 members, at least 2 must be independent persons; or

(b) if the panel has 3 members, at least one must be an independent person.

(2) Without limiting who may be members of an audit panel, the following persons are eligible to be members of an audit panel:

(a) a councillor, other than the mayor, of the relevant council;

(b) a councillor, or employee, of another council;

(c) a member of an audit panel of another council.

(3) A person who is an employee, or the general manager or the mayor, of a council is not entitled to be a member of the audit panel of that council.

(4) The council is to appoint the members of its audit panel.

(5) In appointing an independent person as a member of an audit panel, the council –

(a) is to ensure that the person possesses good business acumen and sound management and communication skills; and

(b) may take into account any other relevant knowledge, abilities and skills of the person including, but not limited to –

(i) knowledge and expertise in the areas of audit practices and financial management; and

(ii) knowledge of and experience in relevant industries; and

(iii) experience with governance processes including, but not limited to, risk management.

### **6. Chairperson of audit panel**

(1) The chairperson of an audit panel may only be an independent person who is a member of the audit panel.

(2) If an audit panel includes more than one independent person as members, the relevant council is to appoint one of the independent persons as chairperson of the audit panel.

### **7. Term and conditions of appointment of audit panel members**

(1) A member of an audit panel holds office for such period of not less than one year and not more than 4 years as is specified in the member's instrument of appointment and, if eligible, may be reappointed.

(2) A member of an audit panel who is an independent person is entitled to be paid the remuneration and allowances determined by the relevant council.

### **8. Notification of appointment of members of audit panel**

The general manager of a council is to notify the Director of –

(a) the appointment of all the members of the council's audit panel, and the term of each of those appointments, as soon as practicable after establishing the panel; and

(b) the identity of the chairperson, and each independent member, of the audit panel; and

(c) of the appointment of each new member of the audit panel, and the term of that appointment, as soon as practicable after making that appointment.

### **9. Charter of audit panel**

(1) A council may provide to its audit panel a charter relating to –

(a) the manner in which the audit panel is to perform its functions; and

(b) the procedure of the audit panel in respect of its meetings.

(2) A charter under subclause (1) may relate only to administrative matters.

### **10. Annual work plan**

To assist the audit panel in performing its functions efficiently and effectively, the audit panel is to develop an annual work plan that includes, but is not limited to, a schedule of meetings and the known objectives for each meeting so scheduled.

### **11. Meetings of audit panel**

(1) In this clause –

*financial manager* means the person, determined by the general manager of a council by notice provided to the person, to be responsible to the general manager in relation to the preparation of the council's financial statements (for the purposes of this clause only).

(2) An audit panel is to hold not less than 4 meetings in each financial year.

(3) At a meeting of an audit panel, a quorum is constituted by a majority of the total number of members appointed.

(4) Despite subclause (3), if at least one member who is an independent person is not present at the meeting of the audit panel, there is no quorum present.

(5) The general manager of a council is to attend, or to ensure that his or her delegate attends, each meeting of the council's audit panel.

(6) The financial manager of a council is to attend, or to ensure that his or her delegate attends, each meeting of the council's audit panel.

(7) An audit panel may invite or allow any councillor of the relevant council or an employee of the relevant council to attend one or more meetings of the audit panel.

(8) Subclauses (5), (6) and (7) do not apply in relation to a meeting of the audit panel if the audit panel determines that the meeting is to be held in private.

(9) Except as provided by this order or the charter provided to an audit panel under clause 9, the audit panel may regulate its own proceedings.

(10) An audit panel is to provide a copy of the minutes of its meeting to the relevant council as soon as reasonably practicable.

## **12. Recommendation of audit panel**

On conducting a review under section 85A of the Act, the audit panel is to provide the relevant council with a written report of its conclusions and recommendations, if any.

## **13. Resources of audit panel**

A council is to provide secretariat support to, and all necessary funding required by, its audit panel.

Displayed and numbered in accordance with the [Rules Publication Act 1953](#).

Notified in the *Gazette* on 19 February 2014.

This order is administered in the Department of Premier and Cabinet.

**17.2.2 Review of Committee Membership (Late Clr C J Beven)**

AUTHOR GENERAL MANAGER (T KIRKWOOD)

DATE 21<sup>st</sup> MARCH 2014

**ISSUE**

**Council to appoint a replacement representative on the following Committees which the late Clr C J Beven was a member.**

**BACKGROUND**

Committee appointments are ordinarily reviewed following each Ordinary election, however a review was undertaken in November 2013 as a result of the election scheduled for October 2013 being deferred.

**DETAIL**

Given the recent passing of Clr C J Beven, it is necessary to appoint new representatives until the next review which will follow the October 2014 elections.

Clr C J Beven was a member of the following Committees:

1. \* Southern Midlands Facilities and Recreation Committee (and appointed Chair)
2. Campania Halls Management Committee
3. Campania Recreation Ground Management Committee
4. Colebrook Hall Management Committee

*Southern Midlands Facilities and Recreation Committee – Please note that due to the reduction in the number of elected members post the October 2014 election, it is envisaged that membership of this Committee will be reduced to three (3). This avoids the situation whereby an absolute majority of Councillors will form the Committee.*

**Human Resources & Financial Implications – N/A.**

**Community Consultation & Public Relations Implications – N/A**

***Council Web Site Implications: N/A***

**Policy Implications – N/A**

**Priority - Implementation Time Frame –** Appointments will extend through to the next review which will follow the October 2014 election.

**RECOMMENDATION**

**THAT:**

- a) **Council make appointments to the following Committees:**
  - **Southern Midlands Facilities and Recreation Committee**
  - **Campania Halls Management Committee**
  - **Campania Recreation Ground Management Committee**
  - **Colebrook Hall Management Committee**
  
- b) **Council appoint a new Chair for the Southern Midlands Facilities and Recreation Committee**

**C/14/03/055/19640 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr A O Green

**THAT:**

- a) Clr J L Jones OAM be appointed as a member of the Southern Midlands Facilities and Recreation Committee;
- b) Clr A R Bantick be appointed as proxy; and
- c) Clr D F Fish be appointed as the new Chair of the Southern Midlands Facilities and Recreation Committee.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**C/14/03/056/19641 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr D F Fish

THAT:

- a) Clr A O Green be appointed as the replacement member of the Campania Halls Management Committee, with Deputy Mayor M Jones OAM being appointed as proxy;
- b) Clr A O Green be appointed as the replacement member of the Campania Recreation Ground Management Committee, with Deputy Mayor M Jones OAM being appointed as proxy; and
- c) Clr A O Green be appointed as the replacement member of the Colebrook Hall Management Committee, with Clr D F Fish being appointed as proxy.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**C/14/03/056/19642 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr M Connors

THAT Clr B Campbell be appointed as the Council proxy on the Parattah Railway Restoration Management Committee.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	



**17.2.3 Southern Midlands Council – Municipal Revaluation**

AUTHOR GENERAL MANAGER (T KIRKWOOD)

DATE 21<sup>st</sup> MARCH 2014

ATTACHMENT: Nil

ENCLOSURE: Nil

**ISSUE**

**Council to endorse the engagement of LG Valuation Services Pty to prepare the fresh valuations for the Southern Midlands Council area (effective from 1<sup>st</sup> July 2015) and endorse signing and sealing the Contract for Services.**

**BACKGROUND**

In reference to the *Valuation of Land Act 2001*, a fresh valuation of all lands within each valuation district is to be made within a period of 7 years after the date on which the last such valuation under this Act came into force.

A fresh valuation of all lands within each valuation district may be made at any time within the period of 7 years if the Valuer-General, in consultation with the relevant rating authority, considers it proper to do so.

The last municipal revaluation had an effective date of 1<sup>st</sup> July 2007, and came into force on 1<sup>st</sup> July 2008. The proclamation date for the fresh valuation will be 1<sup>st</sup> July 2015.

**DETAIL**

The Valuer-General, through a Tender Committee, called tenders in mid-December with a closing date of mid-January 2014.

Two tenders were received for the Southern Midlands revaluation:

- LG Valuation Services Pty Ltd; and
- Valuelty Pty Ltd

The Tender Committee, with Mrs B Porter as our representative, assessed the tenders based on a number of criteria and has recommended the engagement of LG Valuation Services Pty Ltd.

**Human Resources & Financial Implications** – The total cost of the fresh Valuation is \$140,000 (GST exclusive) which is payable over two financial years. The fixed price sum covers undertaking the revaluation and preparing objection reports (including court

proofs of evidence) and correspondence about a revaluation for up to 12 months after the closing date for objections.

Within Council's financials, the actual cost of the valuation is amortised over the seven year life that the valuation assessment applies. In terms of funding, it will be financed 'in-house' from cash reserves.

For information, the revaluation conducted by LG Valuation Services Pty Ltd in 2007 cost \$131,273 (GST exclusive).

### **Community Consultation & Public Relations Implications – N/A**

*Council Web Site Implications: N/A*

**Policy Implications – N/A**

**Priority - Implementation Time Frame** – Contract to be signed and sealed immediately.

### **RECOMMENDATION**

**THAT Council endorse the engagement of LG Valuation Services Pty to prepare the fresh valuations for the Southern Midlands Council area (effective from 1<sup>st</sup> July 2015) and endorse signing and sealing the Contract for Services.**

### **C/14/03/058/19643 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr B Campbell

THAT Council endorse the engagement of LG Valuation Services Pty to prepare the fresh valuations for the Southern Midlands Council area (effective from 1<sup>st</sup> July 2015) and endorse signing and sealing the Contract for Services.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**17.3 SAFETY**

**Strategic Plan Reference – Page 30**

5.3.1 Increase the level of safety of the community and those visiting or passing through the municipality.

Nil.

**17.4 CONSULTATION**

**Strategic Plan Reference – Page 30**

5.4.1 Improve the effectiveness of consultation with the Community.

Nil.

**17.5 COMMUNICATION**

**Strategic Plan Reference – Page 30**

5.5.1 Improve the effectiveness of communication with the Community.

Nil.

*Clr J L Jones OAM left the meeting at 12.20 p.m. and returned at 12.25 p.m.*

## 18. OPERATIONAL MATTERS ARISING (STRATEGIC THEME – ORGANISATION)

### 18.1 IMPROVEMENT

#### Strategic Plan Reference – Page 31

- |       |   |
|-------|---|
| 6.1.1 | Improve the level of responsiveness to Community needs.   |
| 6.1.2 | Improve communication within Council.   |
| 6.1.3 | Improve the accuracy, comprehensiveness and user friendliness of the Council asset management system. |
| 6.1.4 | Increase the effectiveness, efficiency and use-ability of Council IT systems.                         |
| 6.1.5 | Develop an overall Continuous Improvement Strategy and framework                                      |

#### 18.1.2 Review of the Southern Midlands Council Computer Use Policy as well as the SMC Code of Conduct

AUTHOR           MANAGER, COMMUNITY & CORPORATE DEVELOPMENT (A BENSON)           AND           INFORMATION           COMMUNICATION TECHNOLOGY OFFICER (N WILSON)

DATE                           19<sup>TH</sup> MARCH 2014

ENCLOSURE                 Computer Use & Electronic Communications Policy- draft version 3  
Code of Conduct – draft version 3  
*Please note changes in the aforementioned documents are in red font within both of the documents for ease of interpretation*

#### ISSUE

Consideration by Council of policy amendments in respect of social media inclusions and other minor matters in the Computer Use & Electronic Policy and the SMC Code of Conduct

#### BACKGROUND

Report to the December 2013 Council Meeting

*A document titled the Southern Midlands Council Computer Use was approved by Council in late 2012.*

#### DETAIL

*The purpose of this Policy is to ensure the proper use of Southern Midlands Council's electronic communication systems by Council staff and Elected Members for its intended purposes without infringing legal requirements, Council policies or creating unnecessary business risk.*

*The policy framework of risk management requires that Council have a Computer Use Policy in place as a policy document. Council is also required to regulate use of Internet and E-mail so that Council staff and Elected Members have a safe working*

*environment and the Council is protected from commercial harm and exposure to liability. To achieve this, electronic messages sent, received, forwarded or transmitted may from time to time be subject to monitoring or retrieval.*

*The original Policy has been amended to reflect some minor changes as well as the inclusion of a category specifically related to Social Media. The changes for the original policy are shown in a red font within the document for ease of identification of the changes. It also proposed to change the name of the document to the Computer Use and Electronic Communications Policy.*

**CURRENT**

In its consideration of the amendments put forward at the December 2013 Council meeting, Council asked that some minor amendments be included as well as information to be encapsulated within the SMC Code of Conduct policy document for consideration.

**RECOMMENDATION**

**THAT Council**

- 1. Consider the amendments included in the Computer Use and Electronic Communications Policy – draft version 3 for adoption at the April 2014 Council meeting**
- 2. Consider the amendments included in the SMC Code of Conduct – draft version 3 for adoption at the April 2014 Council meeting**

**C/14/03/061/19644 DECISION**

Moved by Clr B Campbell, seconded by Deputy Mayor M Jones OAM  
**THAT Council**

1. Consider the amendments included in the Computer Use and Electronic Communications Policy – draft version 3 for adoption at the April 2014 Council meeting
2. Consider the amendments included in the SMC Code of Conduct – draft version 3 for adoption at the April 2014 Council meeting

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

*Mr B Williams (Manager Heritage Projects) attended the meeting at 12.30 p.m.*

*Mr D Mackey (Manager Development & Environmental Services) attended the meeting at 12.33 p.m.*

## **18.2 SUSTAINABILITY**

### **Strategic Plan Reference – Page 32 & 33**

6.2.1	Retain corporate and operational knowledge within Council.
6.2.2	Provide a safe and healthy working environment.
6.2.3	Ensure that staff and elected members have the training and skills they need to undertake their roles.
6.2.4	Increase the cost effectiveness of Council operations through resource sharing with other organisations.
6.2.5	Continue to manage and improve the level of statutory compliance of Council operations.
6.2.6	Ensure that suitably qualified and sufficient staff are available to meet the Communities needs.
6.2.7	Work co-operatively with State and Regional organisations.
6.2.8	Minimise Councils exposure to risk.

### **18.2.1 2014 National General Assembly of Local Government**

*File Ref: 29/001*

AUTHOR EXECUTIVE ASSISTANT (K BRAZENDALE)  
DATE 19<sup>TH</sup> MARCH 2014

#### **ISSUE**

**To confirm attendance at the Australian Local Government Association (ALGA) National General Assembly of Local Government and any motions for the meeting.**

#### **DETAIL**

The National General Assembly of Local Government Conference will be held from 15<sup>th</sup> to 18<sup>th</sup> June, 2014 in Canberra.

The theme for the 2014 Conference is “Getting down to Business.”

The Early Bird Registration Fee is \$899.00. This fee does not include accommodation or airfares.

The Australia Local Government Association is also calling for ‘Notices of Motion’ for the meeting. Motions need to be submitted by 17<sup>th</sup> April 2014.

**Human Resources & Financial Implications** – Registration fees, accommodation and airfares to be funded from the 2013/2014. Budget.

**Community Consultation & Public Relations Implications** – attendance at the conference assists Council in being proactive and having input into the planning and direction of local government for the future.

**Policy Implications** – N/A

**Priority - Implementation Time Frame** – Delegates registration must be lodged prior to the 28<sup>th</sup> April 2014 to receive the early bird registration fee. Motions need to be submitted by 17<sup>th</sup> April 2014.

## RECOMMENDATION

**THAT Council:**

- a) confirm attendance at the 2014 National General Assembly of Local Government Conference (ALGA) to be held in Canberra; and
- b) identify any Motions which must be submitted by 17<sup>th</sup> April 2014.

### C/14/03/063/19645 DECISION

Moved by Clr J L Jones OAM, seconded by Clr B Campbell

THAT Mayor A E Bisdee OAM (or proxy) attend the 2014 National General Assembly of Local Government Conference (ALGA) to be held in Canberra.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

*The meeting was suspended for the Public Consultation Session at 12.35 p.m.*

One member of the community attended the meeting and there was general discussion regarding an animal control issue within the Kempton township.

*The meeting resumed at 12.46 p.m.*

## 18.3 FINANCES

**Strategic Plan Reference – Page 33 & 34**

6.3.1	Maintain current levels of community equity.
6.3.2	Major borrowings for infrastructure will reflect the inter-generational nature of the assets created.
6.3.3	Council will retain a minimum cash balance to cater for extra-ordinary circumstances.
6.3.4	Operating expenditure will be maintained in real terms and expansion of services will be funded by re-allocation of service priorities or an increase in rates.
6.4.4	Sufficient revenue will be raised to sustain the current level of community and infrastructure services.

### 18.3.1 Monthly Financial Statement (February 2014)

*File Ref: 3/024*

AUTHOR FINANCE OFFICER (C PENNICOTT)  
DATE 20<sup>TH</sup> MARCH 2014

Refer enclosed Report incorporating the following: -

- a) Statement of Comprehensive Income – 1<sup>st</sup> July 2013 to 28<sup>th</sup> February 2014 (including Notes)
- b) Current Expenditure Estimates
- c) Capital Expenditure Estimates

*Note: Refer to enclosed report detailing the individual capital projects.*

- d) Rates & Charges Summary – as at 19<sup>th</sup> March 2014
- e) Cash Flow Statement - July 2013 to February 2013.

*Note: Expenditure figures provided are for the period 1<sup>st</sup> July to 28<sup>th</sup> February 2014 – approximately 67% of the period.*

### Comments

#### A. Current Expenditure Estimates (Operating Budget)

##### Strategic Theme – Growth

- **Sub-Program – Business** - expenditure to date (\$58,440 – 88.21%). Works undertaken on a recharge basis. Expenditure will be offset by income received.



**Strategic Theme – Lifestyle**

- **Sub-Program – Aged** – expenditure to date (\$2,658 – 117.17%). No additional expenditure from last month.

**Strategic Theme – Community**

- **Sub-Program – Consultation** - expenditure to date (\$6,631 – 130.79%). Expenditure of \$6,631 relates to Aurora expenses associated with the operation of the Radio Station. Part-reimbursement from Management Committee.

**Strategic Theme – Organisation**

- **Strategic Theme –Improvement** – expenditure to date (\$6,491 – 88.92%). Includes risk management expenses
- **Sub-Program – Sustainability** - expenditure to date (\$1,360,567 – 70.65%). All major annual (i.e. one-off) payments are included in the expenditure to date figure.

**B. Capital Expenditure Estimates (Capital Budget)**

Nil.

**RECOMMENDATION**

**THAT the information be received.**

**C/14/03/065/19646 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr J L Jones OAM

THAT the information be received.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

STATEMENT OF COMPREHENSIVE INCOME  
FOR THE PERIOD  
1st JULY 2013 to 28TH FEBRUARY 2014

	Annual Budget	Year to Date as at 28TH FEBRUARY	% To Date	Comments
<b>Income</b>				
General rates	\$ 4,192,243	\$ 4,200,493	100.2%	Budget includes Interest & Penalties to be imposed to end of June 2014
User Fees (refer Note 1)	\$ 695,354	\$ 438,416	62.7%	
Interest	\$ 260,000	\$ 162,590	62.5%	
Government Subsidies	\$ 31,700	\$ -	0.0%	Heavy Vehicle Licence Fees & Road Rescue MAIB reimbursements
Contract Income	\$ -	\$ -	0.0%	
Other (refer Note 2)	\$ 235,188	\$ 127,303	54.1%	
<b>Sub-Total</b>	<b>\$ 5,418,485</b>	<b>\$ 4,928,802</b>	<b>91.0%</b>	
Grants - Operating	\$ 3,570,800	\$ 1,244,901	34.9%	FAGS Grant; \$5K Leventdale School Grant; \$7,491 School Holiday/Youth
<b>Total Income</b>	<b>\$ 8,989,285</b>	<b>\$ 6,173,702</b>	<b>68.7%</b>	
<b>Expenses</b>				
Employee benefits	\$ 3,703,066	\$ 2,099,706	56.7%	Less Roads - Resheeting Capitalised
Materials and contracts	\$ 3,046,484	\$ 1,994,046	65.5%	Less Roads - Resheeting Capitalised, Includes Land Tax
Depreciation and amortisation	\$ 2,496,000	\$ 1,672,320	67.0%	Percentage Calculation (based on year-to-date)
Finance costs	\$ 58,741	\$ 30,526	52.0%	
Contributions	\$ 169,088	\$ 84,544	50.0%	Fire Service Levies
Other	\$ 240,004	\$ 146,002	60.8%	
<b>Total expenses</b>	<b>\$ 9,713,383</b>	<b>\$ 6,027,143</b>	<b>62.0%</b>	
<b>Surplus (deficit) from operations</b>	<b>-\$ 724,098</b>	<b>\$ 146,559</b>	<b>-20.2%</b>	
Grants - Capital (refer Note 3)	\$ 606,153	\$ 351,157	57.9%	
Donations	\$ 3,500	\$ 2,166	61.9%	
Sale Proceeds (Plant & Machinery)	\$ -	\$ 142,755	0.0%	
Net gain / (loss on disposal of non-current assets)	\$ 160,000	\$ -	0.0%	Budget Amount - Sale of Lots - Kandara Court
<b>Surplus / (Deficit)</b>	<b>\$ 45,555</b>	<b>\$ 642,637</b>	<b>1410.7%</b>	

NOTES

1. Income - User Fees (Budget \$728,389) includes:

- All other Programs	\$ 259,854	\$ 249,074	95.9%
- Callington Mill	\$ 439,500	\$ 189,342	43.1% Actual Income Received (i.e. excluding Debtors)
	\$ 699,354	\$ 438,416	

2. Income - Other (Budget \$85,188) includes:

- Income (Private Works )	\$ 76,188	\$ 66,426	87.2%
- Tas Water Distributions	\$ 155,000	\$ 30,820	19.9%
- Public Open Space Contributions	\$ 4,000	\$ -	0.0%
- Other	\$ -	\$ 30,057	0.0%
	\$ 235,188	\$ 127,303	

3. Grant - Capital (Budget \$619,292) includes:

- Roads To Recovery Grant	\$ 445,213	\$ 7,068	1.6% To be claimed in March 2014
- KABC - Solar Bins	\$ -	\$ 8,364	
- Climate Change Grant	\$ -	\$ 6,986	
- Grant RDA Round 5	\$ 151,629	\$ -	0.0%
- Biodiversity	\$ -	\$ 325,398	
- Mens Shed	\$ -	\$ 500	
- Healthy Communities Initiative	\$ -	\$ 2,842	
- Community Centre (Interest Grant)	\$ 9,311	\$ -	0.0% To be claimed in June 2014
	\$ 606,153	\$ 351,157	57.9%

## SOUTHERN MIDLANDS COUNCIL : CURRENT EXPENDITURE 2013/14

## SUMMARY SHEET

PROGRAM	TOTAL	REVISED BUDGET (GRANTS & OTHER REIMBURSEMENTS)	ACTUAL AS AT FEBRUARY 2014 67%	VARIANCE (+/-)	% BASED ON REVISED BUDGET 100%
<b>INFRASTRUCTURE</b>					
Roads	3484103	3484103	2234495	1249608	64.13%
Bridges	428807	428807	268284	160523	62.57%
Walkways	175603	175603	111837	63766	63.69%
Lighting	89544	89544	22093	67451	24.67%
Irrigation	2450	2450	1108	1342	45.23%
Drainage	81322	81322	49651	31671	61.05%
Waste	548480	548480	310471	238009	56.61%
Public Toilets	55726	55726	31562	24164	56.64%
Communications	0	0	636	-636	0.00%
Signage	12300	12300	5562	6738	45.22%
<b>INFRASTRUCTURE TOTAL:</b>	<b>4878335</b>	<b>4878335</b>	<b>3035700</b>	<b>1842635</b>	<b>62.23%</b>
<b>GROWTH</b>					
Residential	2900	2900	0	2900	0.00%
Mill Operations	610120	610120	367789	242331	60.28%
Tourism	188853	188853	60104	128750	31.83%
Business	66250	66250	58440	7810	88.21%
Agriculture	5370	5370	0	5370	0.00%
Integration	27600	27600	0	27600	0.00%
<b>GROWTH TOTAL:</b>	<b>901093</b>	<b>901093</b>	<b>486332</b>	<b>414761</b>	<b>53.97%</b>
<b>LANDSCAPES</b>					
Heritage	291385	291385	169307	122078	58.10%
Natural	477908	477908	257101	220807	53.80%
Cultural	0	0	0	0	0.00%
Regulatory	789303	789303	492157	297146	62.35%
Climate Change	40376	40376	5819	34557	14.41%
<b>LANDSCAPES TOTAL:</b>	<b>1598972</b>	<b>1598972</b>	<b>924384</b>	<b>674588</b>	<b>57.81%</b>
<b>LIFESTYLE</b>					
Youth	160905	160905	73405	87500	45.62%
Aged	1500	1500	2658	-1158	177.17%
Childcare	10000	10000	5000	5000	50.00%
Volunteers	32000	32000	16277	15723	50.87%
Access	8405	8405	0	8405	0.00%
Public Health	7706	7706	884	6822	11.47%
Recreation	402126	402126	266238	135888	66.21%
Animals	70029	70029	36521	33508	52.15%
Education	0	0	0	0	0.00%
<b>LIFESTYLE TOTAL:</b>	<b>690671</b>	<b>690671</b>	<b>400982</b>	<b>289689</b>	<b>58.06%</b>
<b>COMMUNITY</b>					
Retention	0	0	0	0	0.00%
Capacity	35025	35025	18400	16625	52.53%
Safety	56650	56650	31541	25109	55.68%
Consultation	5070	5070	6631	-1561	130.79%
Communication	15125	15125	2900	12225	19.17%
<b>COMMUNITY TOTAL:</b>	<b>111870</b>	<b>111870</b>	<b>59472</b>	<b>52398</b>	<b>53.16%</b>
<b>ORGANISATION</b>					
Improvement	7300	7300	6491	809	88.92%
Sustainability	1925876	1925876	1360061	565817	70.62%
Finances	223263	223263	128944	94319	57.75%
<b>ORGANISATION TOTAL:</b>	<b>2156441</b>	<b>2156441</b>	<b>1495497</b>	<b>660944</b>	<b>69.35%</b>
<b>TOTALS</b>	<b>10337382</b>	<b>10337382</b>	<b>6402368</b>	<b>3935014</b>	<b>61.93%</b>

SOUTHERN MIDLANDS COUNCIL  
CAPITAL EXPENDITURE PROGRAM 2013-14  
AS AT 28 FEBRUARY 2014

INFRASTRUCTURE	ROAD ASSETS		BUDGET	EXPENDITURE	VARIANCE
	Roads Resurfacing Program	Roads Resurfacing (40.00 kms x 5.5 x 150mm x \$20 m <sup>3</sup> )	\$ 600,000	\$ 296,792	\$ 303,208
		Lowley Banks Rd Resurfacing 349		\$ 70,020	
		Harcrofts Road		\$ 21,705	
	Reseal Program	Roads Resealing (as per agreed program)	\$ 350,000	\$ -	\$ 350,000
	Reconstruct & Seal	Bagdad			
		Nil			
		Colebrook			
		Eldon / Rhynaston Road (500 metres)	\$ 68,750	\$ -	\$ 68,750
		Dysart			
		Nil			
		Mangalore			
		Nil			
		<b>Oatlands</b>			
		Inglewood Road (1 Km - Nalla Rd to Vindict)	\$ 137,500	\$ -	\$ 137,500
		Stonor Road (1Km- From Midland Highway)	\$ 137,500	\$ 17,741	\$ 119,759
		Whiteford / Woodside			
		Junction with Stonehenge Road (250 metres)	\$ 37,500	\$ 300	\$ 37,200
		Woodside Road (Baden Straight - 200 metres)	\$ 30,000	\$ -	\$ 30,000
		Glenmore Road - Reseal			
		Green Valley Road - from Kenners to Bridge			
		Clemonsale Road			
		Ballyhooly Road - Road Improvements		\$ 2,432	
		Stanley Street (William St i.e Thunderstone to Netherst)			
		C1020029	\$ 39,375	\$ -	\$ 39,375
	Construct & Seal (Unsealed Roads)	Williams Road - Option 1 (Junction to Bridge -250 metres)			
	Minor Seals (New)	Nunns Road - Junction with Elderslie Main Road	\$ 7,000	\$ -	\$ 7,000
		Church Road	\$ 10,000	\$ -	\$ 10,000
		Hasting Street Junction	\$ 15,000	\$ -	\$ 15,000
		Pelham Road (end of Elderslie Rd)	\$ 10,000	\$ -	\$ 10,000
		C1020027	\$ 29,349	\$ 7,006	\$ 22,343
	Unsealed - Road Widening	Rhynaston Road (vicinity of Bevens) - Stage 2	\$ 20,000	\$ 3,339	\$ 16,661
		Yarrington Road - Realignment	\$ 20,000	\$ -	\$ 20,000
		Church Road (Corner widening)	\$ 19,000	\$ -	\$ 19,000
		Estate Road (Survey Investigation Only - \$5,000)	\$ 5,000	\$ -	\$ 5,000
		Green Valley Road - Vicinity of Erosion Gully (Survey Investigation)	\$ 15,000	\$ -	\$ 15,000
		Hall Lake Bypass - widening	\$ 20,000	\$ -	\$ 20,000
		Chauncy Vale Road, Bagdad			
		C1020038			
	Junction Road Realignment/ Other	Other:			
		Green Valley Road - Widening	\$ 83,000	\$ -	\$ 83,000
		Bartonvale Road (900 dia pipes - vicinity of Pooley Property) - was \$27K	\$ 27,000	\$ -	\$ 27,000
		Church Road (Intersection with Elderslie Road) - Survey & Acquisition	\$ 21,000	\$ 7,264	\$ 13,736
		Interlake Road - Corner Realignment (Rockery)	\$ 32,000	\$ 54,591	\$ 22,591
		Campania - Releve St / China Street	\$ 25,000	\$ -	\$ 25,000
		Campania - Releve St / Hall Street	\$ 5,000	\$ -	\$ 5,000
		Huntington Tier (Road to Tip - Guard Rail)	\$ 8,000	\$ -	\$ 8,000
		Inglewood Road - Sight Improvements	\$ 8,000	\$ -	\$ 8,000
		Woodside Road - Landslip Area(s) - Engineering Assessment	\$ 9,700	\$ -	\$ 9,700
		Woodside Road - Landslip Area (Vicinity Scotts Quarry)	\$ 15,000	\$ -	\$ 15,000
		C1010039	\$ 1,861,274	\$ 391,898	\$ 1,469,376

SOUTHERN MIDLANDS COUNCIL  
CAPITAL EXPENDITURE PROGRAM 2013-14  
AS AT 28 FEBRUARY 2014

	BUDGET	EXPENDITURE	VARIANCE
<b>BRIDGE ASSETS</b>			
C1000003	\$ 557,000	\$ 99,744	\$ 458,256
C1030043	\$ 166,000	\$ 42,565	\$ 123,435
C1060028	\$ 37,000	\$ 2,800	\$ 34,200
C1030023	\$ 675,000	\$ 3,225	\$ 671,775
C1030044	\$ 81,700	\$ 1,304	\$ 80,396
C1030045	\$ 26,440	\$ -	\$ 26,440
C1030041	\$ 142,000	\$ 27,515	\$ 115,085
C1030013	\$ -	\$ 51,685	\$ 51,685
	\$ -	\$ 1,469	\$ 1,469
	\$ -	\$ 648	\$ 648
	<b>\$ 1,706,740</b>	<b>\$ 229,961</b>	<b>\$ 1,476,779</b>
<b>WALKWAYS</b>			
	\$ 50,000	\$ -	\$ 50,000
C1040014	\$ 50,000	\$ 3,085	\$ 46,915
C1040005	\$ 10,000	\$ -	\$ 10,000
C1040005	\$ 80,000	\$ 8,388	\$ 71,614
	\$ 5,000	\$ -	\$ 5,000
C1040015	\$ 15,000	\$ 112	\$ 14,888
C1040017	\$ -	\$ 31,328	\$ (31,328)
C1040013	\$ -	\$ 3,685	\$ (3,685)
C1040016	\$ 8,000	\$ -	\$ 8,000
	\$ 7,000	\$ -	\$ 7,000
	<b>\$ 225,000</b>	<b>\$ 46,595</b>	<b>\$ 178,405</b>
	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -
<b>LIGHTING</b>			
	\$ 21,882	\$ 44,325	\$ (22,443)
	\$ 75,000	\$ 4,527	\$ 70,473
	\$ 145,000	\$ 2,057	\$ 142,943
	\$ 10,000	\$ -	\$ 10,000
	\$ 12,000	\$ -	\$ 12,000
	\$ 20,000	\$ -	\$ 20,000
	\$ 6,000	\$ -	\$ 6,000
	<b>\$ 319,882</b>	<b>\$ 52,945</b>	<b>\$ 267,337</b>

SOUTHERN MIDLANDS COUNCIL  
CAPITAL EXPENDITURE PROGRAM 2013-14  
AS AT 28 FEBRUARY 2014

		BUDGET	EXPENDITURE	VARIANCE
WASTE		\$ 5,000	\$ 10,829	\$ (5,829)
	Wheeler Bins & Crates	\$ 10,000	\$ -	\$ 10,000
	Oaklands WTS - Seal Pavement	\$ -	\$ -	\$ -
		<b>\$ 15,000</b>	<b>\$ 10,829</b>	<b>\$ 4,171</b>
PUBLIC TOILETS		\$ 5,000	\$ -	\$ 5,000
	Colebrook - Power Connection & Lighting	\$ 5,000	\$ -	\$ 5,000
SIGNAGE		\$ 10,000	\$ 5,312	\$ 4,688
	Gatlands Signage	\$ 10,000	\$ 5,312	\$ 4,688
RESIDENTIAL		\$ -	\$ -	\$ -
	Nil Projects	\$ -	\$ -	\$ -
TOURISM		\$ -	\$ -	\$ -
	Avenues of Honour	\$ -	\$ -	\$ -
HERITAGE		\$ 56,600	\$ 56,872	\$ 2,028
	Court House (Restoration - Toilet & Kitchens/Fac's)	\$ 4,000	\$ -	\$ 4,000
	Court House (Restoration - Cell Block)	\$ -	\$ 18,736	\$ (18,736)
	Oaklands Geol Arch Relocation	\$ 96,000	\$ 124,534	\$ (28,534)
	Kempston Watch House (Fitout)	\$ 7,500	\$ 4,438	\$ 3,062
	Callington Mill (Master Precinct Plant)	\$ 20,000	\$ 1,620	\$ 18,380
	Geol (Community Heritage Program)	\$ 7,500	\$ -	\$ 7,500
	Collection Management - Equip / Supplies / Labour Component	\$ -	\$ -	\$ -
	Purchase - 79 High Street Oaklands (Purchase & \$40K)	\$ 67,500	\$ 3,423	\$ 64,077
	Roche Hall - Forecourt	\$ -	\$ -	\$ -
		<b>\$ 261,400</b>	<b>\$ 267,624</b>	<b>\$ 6,224</b>
NATURAL		\$ 5,240	\$ 4,660	\$ 580
	Lake Dulverton - Weed Cutter	\$ 2,100	\$ -	\$ 2,100
	Lake Dulverton - Filter	\$ -	\$ 1,852	\$ (1,852)
	Lake Dulverton - Bushcare	\$ 7,340	\$ 6,532	\$ 808
REGULATORY		\$ 20,000	\$ 11,046	\$ 8,954
	Kempston Council Chambers - Building & Office Improvements	\$ 3,500	\$ 337	\$ 3,163
	Kempston Council Chambers - Office Equipment	\$ 5,000	\$ -	\$ 5,000
	Kempston Council Chambers - Carpet & Flooring	\$ 2,500	\$ -	\$ 2,500
	Kempston Council Chambers - Records Scanner	\$ 31,000	\$ 11,363	\$ 19,637

SOUTHERN MIDLANDS COUNCIL  
CAPITAL EXPENDITURE PROGRAM 2013-14  
AS AT 28 FEBRUARY 2014

		BUDGET	EXPENDITURE	VARIANCE
<b>LIFESTYLE</b>				
	<b>RECREATION</b>			
	C4070005	\$ 30,000	\$ 550	\$ 29,450
	C4070004	\$ 7,600	\$ 1,054	\$ 6,546
	C4070017	\$ 10,000	\$ -	\$ 10,000
	C4070016	\$ 16,367	\$ 18,828	\$ (2,461)
	C4070008	\$ -	\$ 8,462	\$ (8,462)
	C4070011	\$ -	\$ 3,877	\$ (3,877)
	C4070020	\$ 2,500	\$ -	\$ 2,500
	C4070021	\$ 5,000	\$ 1,880	\$ 3,140
	C4070001	\$ 2,000	\$ -	\$ 2,000
	C4070022	\$ 25,000	\$ -	\$ 25,000
		\$ -	\$ 5,245	\$ (5,245)
		\$ -	\$ 224	\$ (224)
		\$ -	\$ 285	\$ (285)
		\$ 98,967	\$ 40,414	\$ 58,553
		\$ 3,000	\$ -	\$ 3,000
		\$ 3,000	\$ -	\$ 3,000
<b>COMMUNITY</b>				
	<b>SAFETY</b>			
	C5030001	\$ -	\$ -	\$ -
		\$ 3,000	\$ -	\$ 3,000
		\$ 3,000	\$ -	\$ 3,000
<b>ORGANISATION</b>				
	<b>SUSTAINABILITY</b>			
	<b>ADMINISTRATION</b>			
	C6020007	\$ 7,500	\$ -	\$ 7,500
	C6020007	\$ 7,400	\$ -	\$ 7,400
	C6020007	\$ 3,500	\$ -	\$ 3,500
	C6020007	\$ 15,000	\$ -	\$ 15,000
	C6020007	\$ 10,000	\$ 8,313	\$ 1,687
	C6020007	\$ 23,000	\$ 18,552	\$ 4,448
	C6020007	\$ 5,000	\$ -	\$ 5,000
	C6020007	\$ 8,286	\$ 3,621	\$ 4,665
	G3050003	\$ 5,000	\$ -	\$ 5,000
		\$ -	\$ 24,642	\$ (24,642)
		\$ 6,000	\$ 9,180	\$ (3,180)
		\$ 2,000	\$ 2,969	\$ (969)
<b>WORKS</b>				
	C6980002	\$ -	\$ -	\$ -
		\$ 692,536	\$ 518,626	\$ 142,911
		\$ 144,000	\$ 149,177	\$ (5,177)
		\$ 80,000	\$ 70,394	\$ (10,394)
		\$ 7,000	\$ -	\$ 7,000
		\$ 7,000	\$ -	\$ 7,000
		\$ 38,000	\$ -	\$ 38,000
		\$ 1,009,222	\$ 806,473	\$ 227,391
		\$ 5,495,825	\$ 1,809,565	\$ 3,713,334
	<b>GRAND TOTALS</b>			



**SUMMARY OF RATES AND CHARGES LEVIED, REMITTED AND COLLECTED**

	19/03/2014	19/03/2013
Arrears Brought Forward	\$352,040.89	\$251,900.24
ADD Current Rates and Charges Levied	\$4,142,426.92	\$3,944,303.81
ADD Current Interest	\$58,348.12	\$53,350.36
<b>TOTAL Rates and Charges Demanded</b>	<b>\$4,552,815.93</b>	<b>\$4,249,554.41</b>
LESS Rates and Charges Collected	\$3,209,886.07	\$2,972,766.17
LESS Pensioner Remissions	\$207,994.16	\$201,405.83
LESS Other Remissions	-\$7,119.13	-\$3,118.20
LESS Discounts	\$17,747.50	\$13,102.39
<b>TOTAL Rates and Charges Collected and Remitted</b>	<b>\$3,428,508.60</b>	<b>\$3,184,156.19</b>
<b>UNPAID RATES AND CHARGES</b>	<b>\$1,124,307.33</b>	<b>\$1,065,398.22</b>
	24.69%	25.07%
	75.31%	74.93%
	70.50%	69.95%
	4.57%	4.74%
	-0.16%	-0.07%
	0.39%	0.31%

	INFLOWS (OUTFLOWS) (July 2013)	INFLOWS (OUTFLOWS) (August 2013)	INFLOWS (OUTFLOWS) (September 2013)	INFLOWS (OUTFLOWS) (October 2013)	INFLOWS (OUTFLOWS) (November 2013)	INFLOWS (OUTFLOWS) (December 2013)	INFLOWS (OUTFLOWS) (January 2014)	INFLOWS (OUTFLOWS) (February 2014)	INFLOWS (OUTFLOWS) (Year to Date)
<b>Cash flows from operating activities</b>									
Payments									
Employee costs	239,458.53	274,071.17	268,147.50	259,876.01	255,270.42	371,181.37	195,329.89	235,955.17	2,099,290.06
Materials and contracts	277,590.55	437,046.31	181,933.87	342,786.11	302,707.23	189,616.03	333,850.65	240,836.10	2,326,366.85
Interest	627.25	-	-	-	9,319.64	20,579.12	-	-	30,526.01
Other	9,793.10	34,433.27	32,556.88	62,381.71	16,041.56	15,725.79	63,276.44	17,588.10	251,795.85
Receipts	527,469.43	745,549.75	482,638.25	665,043.83	583,338.85	597,102.31	612,450.98	494,379.37	4,707,978.77
Rates	57,079.91	819,356.99	1,104,538.08	139,532.99	422,175.54	102,501.85	446,053.09	173,187.88	3,325,346.33
User charges	97,861.87	48,302.62	43,422.56	83,826.89	54,929.89	83,351.78	69,253.48	55,210.26	536,159.35
Interest received	15,891.50	16,810.00	22,072.17	23,089.96	21,998.52	22,448.52	18,748.67	21,530.68	162,590.02
Subsidies	-	-	-	-	-	-	-	-	-
Other revenue grants	-	410,803.25	-	-	410,803.25	-	-	-	410,803.25
GST Refunds from ATO	17,385.26	29,379.99	5,533.39	21,207.61	60,487.65	41,019.55	27,216.88	24,958.70	50,869.97
Other	188,218.54	1,324,652.85	1,125,576.20	267,657.45	849,419.55	309,321.70	507,738.36	684,790.77	2,688,447.59
<b>Net cash from operating activities</b>	339,250.89	579,103.10	692,937.95	397,336.38	266,080.70	287,780.61	104,718.62	190,411.40	513,703.87
<b>Cash flows from investing activities</b>									
Payments for property, plant & equipment	48,657.75	76,280.43	30,979.38	343,190.42	281,454.17	103,739.47	268,244.17	247,082.53	1,399,608.32
Proceeds from sale of property, plant & equipment	-	-	-	-	-	-	-	-	-
Proceeds from Capital grants	2,368.18	9,141.85	6,690.91	327,847.50	7,226.91	7,172.58	-	10,044.55	142,755.03
Proceeds from Investments	-	-	-	-	-	-	-	-	-
Payment for Investments	-	-	-	-	-	-	-	-	-
<b>Net cash used in investing activities</b>	46,289.57	51,144.94	24,288.47	315,342.91	274,227.26	96,566.89	248,244.17	233,172.25	416,133.21
<b>Cash flows from financing activities</b>									
Repayment of borrowings	4,704.53	-	-	-	10,105.29	35,555.91	-	-	50,365.73
Proceeds from borrowings	-	-	-	-	-	-	-	-	-
<b>Net cash from (used in) financing activities</b>	4,704.53	-	-	-	10,105.29	35,555.91	-	-	50,365.73
<b>Net increase/(decrease) in cash held</b>	390,244.99	527,958.16	668,649.48	386,729.30	47,484.99	419,903.41	347,962.79	42,760.85	343,508.71
Cash at beginning of reporting year	8,734,794.63	8,344,549.64	8,872,507.80	9,541,157.28	9,154,427.98	9,301,912.97	8,782,009.56	8,434,046.77	8,734,794.63
<b>Cash at end of reporting year</b>	8,344,549.64	8,872,507.80	9,541,157.28	9,154,427.98	9,201,912.97	8,782,009.56	8,434,046.77	8,391,285.92	8,391,285.92

**C/14/03/075/19647 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr M Connors

THAT the meeting be suspended for lunch at 1.09 p.m.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

*The meeting reconvened at 1.42p.m.*

**19. INFORMATION BULLETINS**

Refer enclosed Bulletin dated 20<sup>th</sup> March 2014.

Information Bulletin dated 7<sup>th</sup> March 2014 circulated since previous meeting.

**RECOMMENDATION**

**THAT the Information Bulletins dated 7<sup>th</sup> March 2014 and the 20<sup>th</sup> March 2014 be received and the contents noted.**

**C/14/03/075/19648 DECISION**

Moved by Clr D F Fish, seconded by Deputy Mayor M Jones OAM

THAT the Information Bulletins dated 7<sup>th</sup> March 2014 and the 20<sup>th</sup> March 2014 be received and the contents noted.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**20. MUNICIPAL SEAL**

Nil

**RECOMMENDATION**

**THAT Council move into “Closed Session” and the meeting be closed to the public.**

**C/14/03/076/19649 DECISION**

Moved by Clr A O Green, seconded by Deputy Mayor M Jones OAM

THAT Council move into “Closed Session” and the meeting be closed to the public.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

## **CLOSED COUNCIL MINUTES**

### **22. BUSINESS IN “CLOSED SESSION “**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**



**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD**  
**GENERAL MANAGER**

*Clr J L Jones OAM left the meeting at 2.25 p.m. and returned at 2.29 p.m.*

*Mr D Mackey (Manager Development and Environmental Services), Mr A Benson (Manager Community and Corporate Development) and Mr D Cundall (Planning Officer) left the meeting at 2.45 p.m.*

*Mr T Kirkwood (General Manager) declared an interest and left the meeting at 2.45 p.m.*

**EXCLUDED FROM THE MINUTES PURSUANT TO SECTION 15 (2) OF THE LOCAL GOVERNMENT (MEETING PROCEDURES) REGULATIONS 2005.**

**T F KIRKWOOD  
GENERAL MANAGER**

*Mr T Kirkwood (General Manager) and Mr A Benson (Manager Community and Corporate Development) returned to the meeting at 2.56 p.m.*

*Clr J L Jones OAM left the meeting at 2.56 p.m.*

**RECOMMENDATION**

**THAT Council move out of “Closed Session”.**

**C/14/03/085/19652 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr M Connors

THAT Council move out of “Closed Session”.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	

**RECOMMENDATION**

**THAT Council endorse the decision made in “Closed Session”.**

**C/14/03/086/19653 DECISION**

Moved by Deputy Mayor M Jones OAM, seconded by Clr A O Green

THAT Council endorse the decisions made in “Closed Session”.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	

**21. CONSIDERATION OF SUPPLEMENTARY ITEMS TO THE AGENDA**

*Council to address urgent business items previously accepted onto the agenda.*

*Clr J L Jones OAM returned to the meeting at 3.01 p.m.*

**21.1 CALLINGTON MILL – FUTURE OF MILL CAP (LOCATED IN CALLINGTON PARK)****C/14/03/086/19654 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr A O Green

THAT Council Officers’ prepare a draft Expression of Interest / Tender document which seeks submissions from interested parties to remove the Cap on an ‘as-is / where-is’ basis. Draft documentation to be submitted for Council approval in advance of inviting submissions.

**CARRIED.**

Vote For	Councillor	Vote Against
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**21.2 MAHER’S POINT PROPERTY COTTAGE**

Reference Minutes of Lake Dulverton and Callington Park Management Committee - Item 4.4.

**C/14/03/087/19655 DECISION**

Moved by Clr J L Jones OAM, seconded by Clr M Connors

THAT Council endorse the Lake Dulverton and Callington Park Management Committee’s recommendation to seek expressions of interest for sale of the property subject to the terms and conditions identified by the Committee.

**CARRIED.**

<b>Vote For</b>	<b>Councillor</b>	<b>Vote Against</b>
√	Mayor A E Bisdee OAM	
√	Dep. Mayor M Jones OAM	
√	Clr A R Bantick	
√	Clr B Campbell	
√	Clr M Connors	
√	Clr D F Fish	
√	Clr A O Green	
√	Clr J L Jones OAM	

**23. CLOSURE 3.23 P.M.**

**Confirmed this 16<sup>th</sup> day of April 2014**

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**Clr A E Bisdee OAM**

**Mayor**

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